

TOWNSHIP OF CHESTERFIELD

ORDINANCE 2015-10

AN ORDINANCE OF THE TOWNSHIP OF CHESTERFIELD ESTABLISHING REQUIREMENTS OF CERTAIN NON-PROFIT ORGANIZATIONS TO SUBMIT FINANCIAL ACCOUNTINGS AND/OR AUDITS PRIOR TO THE RECEIPT OF MUNICIPAL FUNDS

BE IT ORDAINED AND ENACTED by the Township Committee of the Township of Chesterfield, County of Burlington, State of New Jersey as follows:

ARTICLE I. Purpose and Intent. It is the purpose and intent of this article to require non-profit organizations receiving funding from the Township of Chesterfield to provide the Township Committee, on an annual basis with a financial accounting and/or audit in a form and in a manner acceptable to the Township's Chief Financial Officer. The governing body, in meeting its responsibilities to the taxpayers of the Township, must be satisfied that these organizations are spending their monies wisely and in furtherance of their stated purposes and that the Funds are, in fact, needed by these organizations for those purposes and are not being used simply for investment or surplus purposes.

ARTICLE II. Accounting Required. Each and every non-profit organization which petitions the Township Committee for the receipt of Funds shall be required, as a condition precedent to consideration of any such requests, to submit to the Township Clerk by May 1 of each calendar year a full and complete financial accounting for the previous year. Said accounting shall then be reviewed by the Township's Chief Financial Officer, who will analyze same and report to the Township Committee. The accounting shall include, but shall not necessarily be limited to, a balance sheet listing assets and liabilities of the organization; a description of expenses incurred by the organization during the preceding calendar year; an identification of sources of income received by the organization during the previous calendar year; an explanation of any fundraising activities sponsored by the organization during the previous calendar year; and anticipated revenues, expenses and fundraising activities, etc., for the calendar year in which the monies are sought to be received.

ARTICLE III. Prohibition Against Payment of Monies. The Chief Financial Officer shall be prohibited from disbursing any funds to these non-profit organizations unless the accounting/audit described above has been approved as to form by him/her and submitted to the Township Committee. The Chief Financial Officer shall be permitted to disburse monies upon approval by the governing body; however, the Chief Financial Officer will be prohibited from disbursing such monies, even if the Township Committee approves a voucher, if no such accounting has been submitted and approved as to form by the Chief Financial Officer.

ARTICLE IV. Repealer, Severability and Effective Date.

- A. Repealer. Any and all Ordinances inconsistent with the terms of this Ordinance are hereby repealed to the extent of any such inconsistencies.
- B. Severability. In the event that any clause, section, paragraph or sentence of this Ordinance is deemed to be invalid or unenforceable for any reason, then the Township Committee hereby declares its intent that the balance of the Ordinance not affected by said invalidity shall remain in full force and effect to the extent that it allows the Township to meet the goals of the Ordinance.
- C. Effective Date. This Ordinance shall become effective immediately upon its adoption, and shall apply to any future funds requested of the Township Committee by non-profit organizations.

CHESTERFIELD TOWNSHIP COMMITTEE

Introduced:
Adopted: